



Deschutes National Forest Bend Fort Rock Ranger District

Recreation Event Permit Information

RECREATION EVENT DECISION CRITERIA

- Is the activity compatible with the management of National Forest lands and an appropriate use of public land?
- Are there options to hold the event on private land?
- Does the location, including parking and sanitation, have the capacity to facilitate the event?
- Can the Forest Service afford to facilitate and have adequate personnel to administer the event? *Generally speaking - one permit administrator can manage 2-3 events per weekend.*
- Earlier is better...has the event promoter given the Forest Service adequate advance notification?
- Is safety for participants and the general public reasonably assured?
- Will there be significant displacement of regular/normal users? Can it be mitigated? *Due to high public use in a number of popular recreation sites, scheduling events during holiday weekends during the summer season is generally discouraged or not approved.*
- What is the experience level or the performance history of the event promoter?
- Are there unacceptable impacts to natural resources or can they be mitigated or avoided?
- Are there unacceptable impacts to public facilities (roads, trails, buildings, etc.)? Can they be mitigated or avoided?

A recreation event is generally described as a gathering of people on the National Forest who are required to pay or register in order to participate in an organized event. Event examples include races, runs, walks, horse endurance rides, motorcycle rides/races, equipment demos, etc.

A Special Use Permit is required because the event is staged and/or held on public lands and participants are charged a fee (regardless of whether or not the promoter makes a profit). The permit:

- ★ Ensures that the use of public land and facilities are not unacceptably impacted or that impacts are acceptably mitigated.
- ★ Guarantees that the Federal government is protected with the promoters liability insurance.
- ★ Protects and/or maintains the health of National Forest lands.

To obtain a Recreation Event Special Use permit:

- ★ Complete and submit a one page application form and an operating plan which includes maps, safety plan, communication plan, and a copy of proposed waiver/release forms. This packet should be submitted 60 days in advance.
- ★ Meet with the Forest Service Permit Administrator to discuss the plan.
- ★ Submit proof of liability insurance 30 days in advance which names the permit holder as insured, the US Government as additional insured, and has a 30 day notice of cancellation.
- ★ Pay a pre-event fee (minimum fee is \$95; fees are 5% of gross revenue with the allowable deduction of the cost of awards and prizes only).

Sometimes Special Use permits are denied.

 Consider the following:

- ★ The event could occur on private land and National Forest lands are being requested simply to save money.
- ★ The event will or has a high likelihood of displacing the public from the use of a developed site, road, or trail without proposed mitigation measures.
- ★ Natural or man-made resources will be unacceptably damaged.
- ★ Parking capacity of a site is not sufficient for the proposed numbers or no mitigation measures are proposed.
- ★ A previously approved event or land management project is occurring in the same or nearby location on the same day or weekend.
- ★ The event is proposed on the trail system served by Phil's trailhead (two large events are staged there at this time and the Forest Service has determined that this is the maximum impact acceptable for this location).
- ★ The event would utilize popular developed sites during the months of July and August, or either of Memorial Day or Labor Day weekends.
- ★ The promoter is not willing or able to sign the Special Use Permit.

Other considerations and other Government Agency requirements - Use of County roads and State highways requires the promoter to contact that Agency to be informed of requirements and to gain approval. The Forest Service can generally provide contact info and on a case by case basis, may be able to assist with inter-agency coordination needs.

The Forest Service and other government agencies may require the event promoter to provide or pay for: Public information and notification, such as signing or media announcements, law enforcement and security, sanitation facilities, safety measures and staffing, such as ambulance service or highway flagging.

Need more information? Contact the Bend Fort Rock Ranger District at 541.383.4000